



# COMMANDER NAVY REGION HAWAII

## SAFETY NEWSLETTER

NOVEMBER 2003

[www.hawaii.navy.mil/Safety/index.htm](http://www.hawaii.navy.mil/Safety/index.htm)



### Workplace Inspections

One of the very basic functions of the Navy Region Safety Office is to conduct inspections of workplaces as well as recreational facilities and equipment. But why do we have to have them?

The answer is simple. We conduct safety inspections to protect you, whether you are a regional service member or a member of our regional civilian workforce. We also carry out inspections to help protect the physical assets of the Navy such as equipment and supplies.

Occupational Safety and Health Specialists conduct inspections to look for hazardous conditions, unsafe work practices, and violations of standards. Some examples of deficiencies or hazards found during recent inspections are:

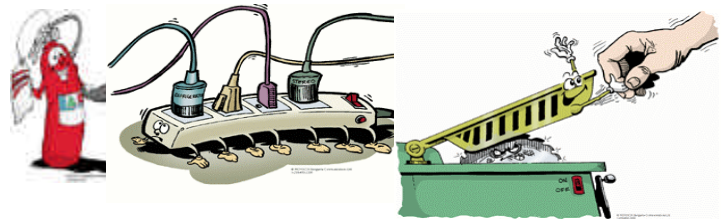


- a. Overloaded surge protectors - During a visit to an administrative office, a Safety Specialist was examining a surge protector that had a computer, monitor, coffee maker and a couple other electrical appliances plugged into it. When the Specialist touched one of the power cords, the surge protector burst into a shower of sparks. Fortunately this occurred during an inspection and not after hours when no one was around. Lesson learned: Don't overload outlets. Use surge protectors for their "intended" use only.
- b. Cooking in Unauthorized Areas - Crock-pots, toasters, coffee makers, etc. have been found in individual office cubicles. Not only are they a potential fire hazard because of the combustible material stored nearby but they also attract rodents, roaches and other pests. Cooking and heating appliances are not recommended in locations other than authorized kitchen areas.

- c. Flammable Storage Hazards - A workplace inspection of a Navy Warehouse disclosed the following: 10-15 cans of gasoline stored on open racks, a grinding machine in use 15 feet away (with sparks flying), and an individual smoking inside the warehouse. The odds that a fire will occur in this environment are pretty good! Solution: Minimize the number of gas cans and store them in flammable storage lockers, relocate the grinding wheel away from combustible/flammable material, and enforce the use of designated smoking areas.

### TOP 10 WORKPLACE SAFETY DEFICIENCIES

The Region Safety Office inspected 754 workplaces during fiscal year 2003 and identified over 1,700 formal and informal deficiencies. Below are 10 of the most common deficiencies:



1. Fire extinguishers not being inspected monthly and/or not being hydrostatically tested.
2. Surge protectors plugged into surge protectors (daisy-chained).
3. Ground fault circuit interrupter (GFCI) outlets not installed where required or not functioning properly.
4. Monthly safety training not being conducted.
5. Extension cords used as permanent wiring.
6. Appliances (microwave, coffee maker, refrigerator) plugged into a surge protector instead of a wall outlet.
7. Bench grinder safety guards and work rests are not properly adjusted and the abrasive wheel has a buildup of non-ferrous metals.
8. Improper storage of chemicals (i.e. not in the appropriate locker) and incompatible products (flammable and combustible) stored together and/or stored improperly.

9. Electrical panels are blocked (must have 36" clearance) and/or not labeled.
10. Emergency lighting units not working and/or not tested monthly

These are a few examples of workplace deficiencies and hazards found during annual safety inspections. We inspect your workplace annually but it is up to you to maintain it in a safe manner throughout the rest of the year. Each worker, supervisor and manager must share this responsibility by staying alert and inspecting their workplace every day for potential hazards. When you see a hazard, don't just walk by it. If you can fix it, do so. If not, let the building 1<sup>st</sup> LT know about it. Together, we can protect our workplaces and ourselves.



## Thanksgiving Safety

The holiday season can be a joyous time of the year. No one wants to spend it ill or injured. When preparing for this Thanksgiving keep these tips in mind:

- Bacteria are often present in raw foods. Fully cook meats and poultry, and thoroughly wash raw vegetables and fruits.
- Always keep raw foods and cooked foods separate and use separate utensils when preparing them.
- Always thaw meat in the refrigerator, never on the countertop.
- Foods that require refrigeration should never be left at room temperature for more than two hours.
- Never put a spoon used to taste food back into food without washing it.
- Date your leftovers. It's generally safe to consume leftovers for 3-5 days when kept refrigerated. Taste testing for freshness is not a good idea.
- Wash your hands frequently and make sure your children do the same.
- Unattended cooking is the leading cause of home fires in the U.S. When cooking for holiday visitors remember to keep an eye on the range.
- Be sure to keep hot liquids and foods away from the edges of counters and tables where they can be easily knocked over by a young child's exploring hands.

- Select a designated driver before going out. The designated driver is not the *least intoxicated person*; it is the person who has had *no* alcohol. If you are hosting a party, be sure to provide non-alcoholic beverages for guests who are driving. DO NOT push drinks. If guests have had too much to drink drive them home, arrange a ride with another guest who is sober, call a taxi, or invite them to stay over.

\*Celebrate responsibly and make your holiday season a safe and happy one.

Be Safe!!



## Friendly Training Reminders (At Bldg. X-11 unless otherwise noted)

12 Nov - 0800-0930  
**Newcomer's Indoctrination Training**  
 20 Nov - 0730-0930  
**Respirator Training (Bldg. 40)**  
 20 Nov - 0700-1100  
**Motorcycle Safety Training, Part 1**  
 21 Nov - 1200-1530  
**Motorcycle Safety Training, Part 2**  
 25 Nov - 0730-1100  
**Fall Protection Training**  
 26 Nov - 0715-1100  
**Lockout/Tagout Training**

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